

FINANCE COMMITTEE AND SELECTBOARD MEETING MINUTES
UPSTAIRS MEETING ROOM, 1 AVENUE A, TURNERS FALLS, MA
WEDNESDAY, JANUARY 6, 2021
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- **#1 Meeting Opened**

The Chair opened the meeting at 6:00 PM by virtual attendance via ZOOM Meeting

- **Finance Committee members (remotely):** Jen Audley, John Hanold, Greg Garrison, Fred Bowman, Chris Menegoni, Franca Wisnewski, and Jennifer Waryas
- **Selectboard Members (remotely):** Rich Kuklewicz and Chris Boutwell
- **Absent Member:** Michael Nelson (SB)

Others participating remotely: Town Administrator Steve Ellis, Town Accountant Carolyn Olsen, and Airport Manager Bryan Camden

The Chair announced that the meeting was being recorded by Carolyn Olsen for the Town of Montague via Zoom. Remote participation for both members and the public was provided by Zoom. The link to the Zoom recording is <https://vimeo.com/497966912>.

- **#2 Approve Meeting Minutes December 16, 2020**

Finance Committee moved: To accept the draft minutes without further corrections.

Vote: Audley –Aye, Hanold-Aye, Garrison-Aye, Bowman-Aye, Menegoni-Aye, Waryas – Aye, Wisnewski - Aye

- **#3 Updates from Town Accountant and Town Administrator**

- Mr. Ellis reported that the deadline for municipalities to seek reimbursement through CARES Act funding of \$733,000 was extended to the end of 2021. About \$93,000 of the potential funding Montague received remains unexpended.
- Ms. Olsen has been reconciling our CARES expenditures to specific projects in preparation for formal reimbursement.
- The proposed calendar for a February Special Town Meeting was discussed. The proposed calendar schedules the STM for the week of February 18th. The Finance Committee was asked to prepare to make recommendations on financial articles on January 27. Considerable attention is being directed to the mechanics of conducting it remotely.

- **#4 Preliminary discussion of FY22 Budget Requests**

- Ms. Olsen has some corrections and enhancements to the budget file, which will be revised later this week.
- Committee members listed the departments from whom we'd want more information in advance of discussing their requests and with whom we'd like to schedule a hearing appearance during a meeting. There was consensus that the latter group would include, at a minimum, Treasurer, Police, Public Works, Board of Health, Airport and Water Pollution Control Facility.

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- Ms. Audley requested volunteers from committee members to contact departments from whom we are seeking further information. These included:
Audley: Education GMRSD and FCTS
Garrison: Airport, Library, and Parks and Recreation
Hanold: Clerk, Dispatch, Emergency Management, Tree Warden
Menegoni: DPW

Committee members should send questions they wish to submit to these departments to the person listed above. The liaison will convey responses to the committee.

#5 Preliminary FY22 Budget Calendar

- Ms. Audley proposed development of a schedule that would include a scheduled time for review of each of the FY22 requests, and that will accommodate scheduling constraints for department heads who are being asked to appear and Finance Committee and Selectboard members.
- The Franklin County Technical School is scheduled for March 3rd. The committee was asked if they wished to invite GMRSD for the same night and received affirmative responses.
- The Capital Improvements Committee is tentatively scheduled to offer its recommendations on ATM requests and an update on long-term capital planning on March 17.

#6 Discussion: Anticipated Requests for Winter Special Town Meeting

- The expectation is that the warrant will include requests from the WPCF and the Police Department which the CIC has reviewed and recommends. The proposal to purchase Pioneer Aviation and related articles will be a topic of continued discussion.
- Ms. Audley invited Finance Committee members to share their thoughts at this point, and several did. Mr. Hanold noted that he had sent questions to Mr. Camden, and offered to share them with the committee along with Mr. Camden's responses before our next meeting.
- The dates and times for town-wide presentation about the airport purchase were announced – Jan 21 at 6:30 and Jan 23 at 10am, and members volunteered to attend and answer questions (Hanold, Garrison, Menegoni, Bowman and Waryas

#7 Topics not anticipated and Suggestions for Future Agendas

No late-appearing topics were raised.

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Upcoming Meeting Topics:

January 13: Airport Purchase, and Treasurer, for Debt planning and departmental plans

January 20: Selected FY22 Requests

January 27: final votes on STM warrant

March 3: GMRSD & FCTS

March 17: CIC

#8 Adjournment

Finance Committee Moved:

To adjourn at 7:35 PM

Vote: Audley –Aye, Hanold-Aye, Garrison-Aye, Bowman-Aye, Menegoni-Aye, Wisnewski-Aye, Waryas –Aye

The Selectboard adjourned at this time as well.

Respectfully submitted by John Hanold

List of Documents and Exhibits:

- Preliminary FY2022 Budget file dated December 30 2020
- Tentative Calendar for steps leading up to a February Special Town Meeting